



ALLENSTOWN POLICE DEPARTMENT

40 ALLENSTOWN ROAD

ALLENSTOWN, NH 03275-1809

PHONE: 485-9500 • FAX: 485-9589



MICHAEL R. STARK

Chief of Police

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EMERGENCY

911

Police Department Patrol Room Project

40 Allenstown Road, Allenstown, NH 03275

October 1, 2020

SCOPE OF WORK:

- Remove one (1) Steel door and all its related hardware, including a hardwired electrical unlocking switch
- Reinstall the above door with all its related hardware, including its hardwired electrical unlocking switch within the same lobby area.
- Stud, dry wall, and paint the original door opening.
- Build a 46" tall "L-shaped" wall, approximately 18' in total length. (12'x6')
- Wall shall be capped by a finished wood top.
- Wall shall include two (2) gang electrical outlets (4 outlets at each location) every 4 feet to include at least three (3) separate locations.
- In interview room, two (2) double gang outlets shall be installed.
- In interview room, wall shall be repaired and ready to be painted.
- A light shall be installed in the lobby area to show that the interview room light is on.

PERFORMANCE REQUIREMENTS:

The contractor will perform all tasks in a manner that meets the expectations of the Town. All work must be in compliance with all Federal, State and Local laws, ordinances, rules and regulations.

ADDITIONAL REQUIREMENTS:

- Paint to be provided by the Town of Allenstown.
- Contractor shall be responsible for the disposal of all debris and refuse resulting from the project.
- Prior to commencing work, the Contractor shall demonstrate that it carries a general liability policy with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate, as well as completed operations coverage, applicable to the work performed under this Contract and all liabilities as set forth above. The general liability policy must also contain contractual liability coverage applicable to the contractual indemnification obligation set forth below.
- The Contractor shall provide proof of automobile insurance coverage in an amount deemed satisfactory to the Town of Allenstown.

- The Contractor will furnish to the Town of Allenstown a Certificate of Insurance and an endorsement prior to executing the Contract or commencing work demonstrating that the Town of Allenstown and its officials, agents, volunteers and employees are named as an additional insured on the general liability automobile liability insurance coverage.
- The Contractor shall provide proof of workers' compensation insurance meeting State of New Hampshire required limits.
- To the extent Contractor utilizes the services of an architect, engineer, surveyor or any other industry professional, all such professionals, in addition to the general and automobile liability coverages described above, shall carry professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$2,000,000 aggregate. Such professionals shall name the Town of Allenstown and its officials, agents, volunteers and employees as an additional insured on the general and automobile liability coverages by certificate and amendatory endorsement.
- The Town of Allenstown shall not be required to insure the Contractor, any subcontractor or any professional service provider.

INDEMNIFICATION:

- To the fullest extent permitted by law, Contractor shall protect, indemnify, save, defend and hold harmless the Town of Allenstown, including its officials, agents, volunteers and employees ("Indemnified Parties"), from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs, interest and expenses, including but not limited to reasonable attorney and paralegal fees, which Indemnified Parties may become obligated or suffer by reason of any accident, bodily injury, personal injury, death of person, or loss of or damage to property, arising indirectly or directly under, out of, in connection with, or as a result of this Contract or the activities of Contractor or its agents, employees, contractors or subcontractors, and even if caused in whole or in part by any negligent or intentional act or omission of Indemnified Parties.
- In addition, and regardless of respective fault, Contractor shall defend, indemnify and hold harmless the Indemnified Parties for any costs, expenses and liabilities arising out of a claim, charge or determination that Contractor's officers, employees, contractors, subcontractors or agents are employees of the Indemnified Parties, including but not limited to claims or charges for benefits, wages, fees, penalties, withholdings, damages or taxes brought in connection with laws governing workers compensation, unemployment compensation, social security, Medicare, state or federal taxation, and/or any other similar obligation associated with an employment relationship.
- The Contractor's obligations to defend, indemnify and hold harmless the Indemnified Parties hereunder shall survive the term of this Contract.
- The Town of Allenstown shall not be required to defend or indemnify the Contractor, any subcontractor or any professional service provider.
- Certificates of insurance, identifying the Municipality as an additional insured party, will be submitted to the Municipality no more than thirty (30) days after the signing of the contract. The Municipality will be notified within 15 days in the event of loss or change in coverage or conditions or amounts of coverage. A financially secure insurer, duly licensed to do business in the State of New Hampshire, shall issue each policy of insurance before work can begin.

PAYMENT FOR PROJECT:

- The Town shall pay the Contractor for the work on an agreed upon schedule.

EVALUATION OF PROPOSALS:

- Evaluation of the responses will be based on the extent to which the response meets the requirements of the solicitation and the town's determination as to the extent to which the respondent is likely to be able to achieve the desired results and fulfill the purposes of the solicitation. Proposers are welcome to submit supporting information or references, demonstrating how they have shown their performance to be in terms of quality and timeliness in tasks performed for other clients or the Town of Allenstown and how responsive they will be in terms of cost efficiency to the Town of Allenstown.
- The town may engage in individual discussions with bidders deemed fully qualified, responsible and suitable based on initial responses and with emphasis on professional competence, to provide the required service. These bidders may be requested to make an oral presentation to explain their proposal and answer questions.

SITE INSPECTION:

Interested bidders should contact the Allenstown Police Department at (603) 485-9500, to schedule a time to inspect the area where the work will be done.

Attached photos show the area where the half wall is to be installed. Sketch of area showing where door is currently and where it will be moved to and where the half wall is to be installed is attached.

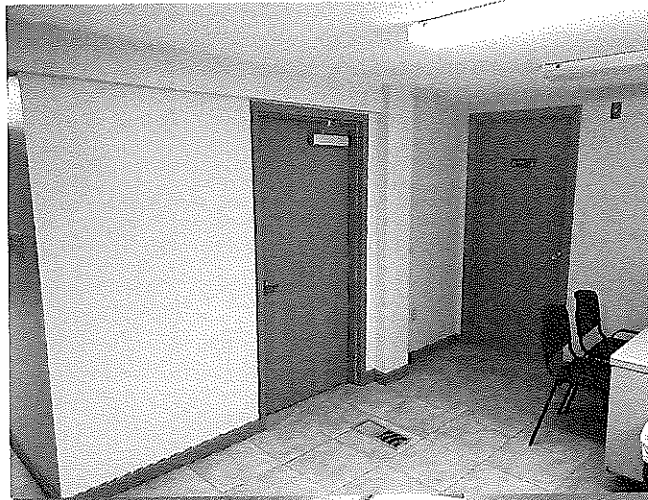
BID SUBMISSION:

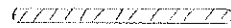
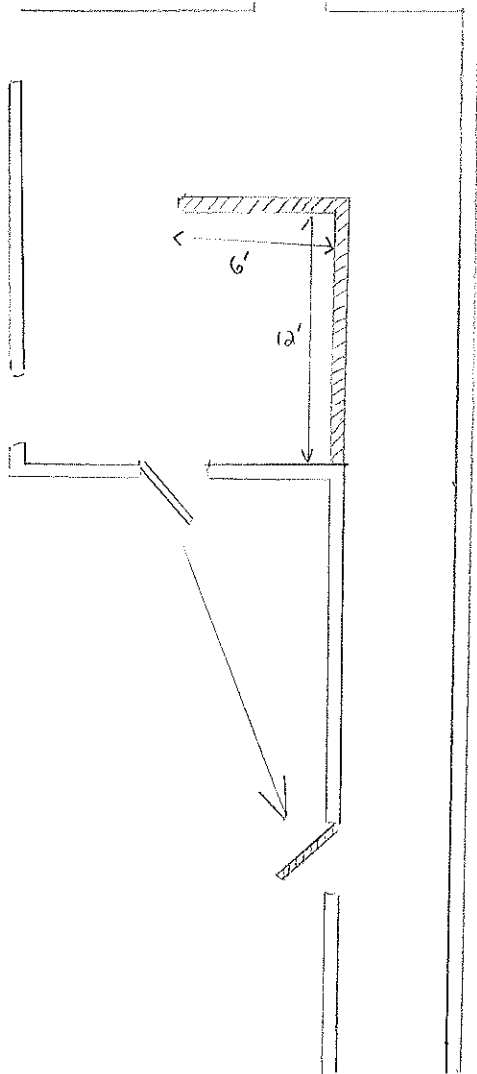
Proposals must be sealed and marked "Allenstown PD Patrol Room Project" and must be received at the Allenstown Police Department by 4:00 p.m., Friday, October 30, 2020.

Signature/Certification: An official authorized to bind the offer shall sign the proposal and shall contain a statement to the effect that the proposal is a firm offer for a ninety (90) day period from opening. The proposal shall also provide the following information: name, title, address, telephone number and email address of the individual(s) with authority to contractually bind the company and who may be contacted during the period of proposal evaluation for clarifying submitted information.

Bids will be opened on November 2, 2020 at 10:00 AM and the contract will be awarded at a Board of Selectmen Meeting at 6:00 PM that same day.

The Town of Allenstown reserves the right to reject any and/or all proposals for whatever reason the Board of Selectmen determines is in the best interest of the Town.





- NEW 46" TALL HALF WALL
TO BE CONSTRUCTED



- NEW LOCATION FOR DOOR

- NOT TO SCALE
CONTRACTOR TO CONFIRM ALL
MEASUREMENTS